October 20, 2021

Kristina Cintron  
Facilities Manager  
Pierce County Library System  
3005 - 112th Street  
Tacoma, WA 98446  

Dear Kristina:  

At your request we have completed a high-level condition assessment report for the Lakewood Library and the Tillicum Library. Due to the limited scope and time frame of this condition assessment report, there was no participation by engineers, sub-consultants, contractors, or cost estimators in this study.  

This condition assessment report for the Lakewood and Tilicum libraries is based on the following information:  

• Lists of known deficiencies for each library provided by PCLS.  
• Drawings and basic information on each facility provided by PCLS.  
• A site visit and visual inspection of each library conducted by Matt Aalfs (BuildingWork), on October 1, 2021.  
• BuildingWork’s experience with other similar public library renovation projects in Western Washington.  

The following pages include an executive summary, a photographic survey, a Facility Condition Assessment Survey, and a project budget analysis for both the Lakewood and Tilicum libraries. The project budget analyses describe the probable construction costs of a future renovation project for each library, as would likely be required to address the deficiencies and needs for maintenance, repairs, or improvements that have been identified during this study. The costs shown in these project budget analyses are based on our experience with other similar, recent library projects in Western Washington. Please note that the project budget analyses provided herein are for planning purposes only, and are based on a visual inspection of the facilities and conversations with PCLS. If it is decided to proceed with a renovation project for either library, we recommend that a qualified architecture and engineering team be engaged to conduct a thorough pre-design study to analyze the scope and the construction cost of the project with greater detail and specificity.  

Please let me know if you have questions or comments about this condition assessment report.  

Sincerely,  

Matt Aalfs  
AIA  
Principal
Lakewood Library

The Lakewood Library was originally constructed in 1963. There was an addition in 1974 and the library was renovated in 1993. The interior of the Lakewood Library is dated and in need of a comprehensive remodel and update, including interior finishes, furniture, and technology. Building systems including the elevator, HVAC, plumbing, lighting, and electrical are also in need of upgrades or replacement. The windows, exterior doors, skylights, and roofing need to be replaced. A range of site improvements are needed, including side sewer repair or replacement, landscaping, irrigation, parking, and site security.

A preliminary project budget to address these deficiencies of Lakewood is in the range of $10.5 to 11 million. A detailed budget analysis is provided in this report.
Lakewood Library Photo Survey

Windows near entry

Courtyard near entry

Windows near entry with failed glazing seals

Single pane windows with failed seal at corner joint

Courtyard

Courtyard

Courtyard
Fenced area at NE presents a security problem

Roof overhang at north side

Staff Entry side

Main public entry

Staff Entry side

Parking lot
Lakewood Library Photo Survey

Entry Lobby

Entry Lobby and Elevator

Public Restroom

Meeting Room

Friends book sale area

Main service desk area
Lakewood Library Photo Survey

Children's area

Technology area

Public seating at main Reading Room

Reading Room display

Teen area

Non-Print area
Lakewood Library Photo Survey

Reading Room seating

Reading Room study area

Branch Manager’s office

Staff work room

Staff break room

Staff break room kitchen
Upstairs public restroom

Upstairs study area

Upstairs atrium area

Basement storage area

Staff restroom in basement

Basement mechanical room
I. General Information

1. Library Name: **Lakewood Library**

2. Library Address: Street **6300 Wildaire Road SW**
   City **Lakewood** Zip **98499**

3. How large is the Library (total square feet)? **32,592 SF**

4. How large are the public areas (net square feet)? **22,456 SF**

5. How large are the staff areas (net square feet)? **4,054 SF (Staff)** 10,136 SF (Basement)

6. When was the Library constructed? **1963**

7. Is the architect known?  ○ Yes  ○ No
   If yes, who was the architect? ________________________________

8. Has the Library been renovated?  ○ Yes  ○ No
   If yes, when? **1974** By? ________________________________

9. Do you have architectural plans of the Library (original or renovation)?  ○ Yes  ○ No

10. Please provide labeled digital photographs of overall building (one view for each side of the building if possible). Attach photographs:  ☐
II. Library Function Needs

1. Is the reading room size adequate?  ○ Yes  ○ No
   Comments:
   
   Meeting Room finishes and AV/technology systems are outdated.

2. Are there space needs for additional special areas such as Children, Teen, Computers, or Quiet Study, etc?  ○ Yes  ○ No
   Comments:
   
   Finishes and AV/technology systems are outdated.

3. Is there a need for a new or enlarged Meeting Room?  ○ Yes  ○ No
   Comments:

4. Is there a need for additional Study Rooms?  ○ Yes  ○ No
   Comments:

5. Are the Public Restrooms adequate?  ○ Yes  ○ No
   Comments:
   
   Public restrooms are not ADA compliant. Need to be renovated / enlarged.

6. Is there a need for an improved Entry Lobby or Entry Vestibule?  ○ Yes  ○ No
   Comments:
   
   Entry lobby finishes are outdated.
II. Library Function Needs

7. Are the other spaces or functional improvements to the public areas needed?  ○ Yes  ○ No
   Comments:

8. Is the Staff Work Room size adequate?  ○ Yes  ○ No
   Comments:
   Needs new finishes

9. Is the Staff Break Room adequate?  ○ Yes  ○ No
   Comments:
   Needs new finishes and appliances

10. Is the Staff Restroom adequate?  ○ Yes  ○ No
    Comments:
    Needs remodel with new fixtures and finishes

11. Are other spaces or functional improvements to the staff areas needed?  ○ Yes  ○ No
    Comments:
    Staff areas are too spread out - need to remodel to consolidate staff functions in one area.

12. Please attach label digital photographs of the following areas, if applicable:
    Reading room
    Special areas (Children, Teens, Computers, Quiet Study, etc)
    Meeting room(s)
    Study room(s)
    Entry lobby/vestibule
    Public restroom(s)
    Staff work room
    Staff restroom(s)
    Staff break room
III. Library Building Condition: Site

1. Is there accessible parking?  ○ Yes  ○ No
   Comments:

2. Is the building entrance accessible?  ○ Yes  ○ No
   Comments:

3. Is there adequate parking?  ○ Yes  ○ No
   Comments:
   Need more parking

4. Is there adequate lighting at the parking and building entrance?  ○ Yes  ○ No
   Comments:
   Need new site lighting

5. Is the parking surface and parking stall striping in good conditions?  ○ Yes  ○ No
   Comments:
   Need new surfacing, layout, and striping
III. Library Building Condition: Site

6. What is the condition of the landscaping?
   Comments:
   Landscaping is aged. Need new landscape design and installation. Need to replace the irrigation system.

7. Are there other maintenance or upgrades needed to the Library site?  ○ Yes  ○ No
   Comments:
   Need to replace side sewer line. Sewer lines back up during heavy rains.
   Safety and security of the site needs to be addressed - areas of the site are open to the public yet hidden from view. Unauthorized access to the service areas and to the roof of the building occur.

8. Please attach labeled digital photographs of the following areas, if applicable:  ☑
   Building entrance
   Parking area
   General landscaping
III. Library Building Condition: Architecture—Exterior

<table>
<thead>
<tr>
<th>Area</th>
<th>Material</th>
<th>Condition</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Roof</strong></td>
<td>brick</td>
<td></td>
<td>There are roof leak problems</td>
</tr>
<tr>
<td><strong>Gutters and Downspouts</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Exterior Cladding</strong></td>
<td>brick</td>
<td></td>
<td>There is brick, stucco, wood trim, terra cotta trim. Brick is in good condition, other materials in poor condition / need maintenance or repair.</td>
</tr>
</tbody>
</table>
III. Library Building Condition: Architecture—Exterior

4. Exterior Trim:
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments: 

5. Windows (frame material eg: wood, aluminum, vinyl, etc):
   Frame Material: wood
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments:
   Windows are original, single pane and insulated units in wood frames. All are in poor condition and/or do not meet current energy code requirements. All windows should be replaced with new.

6. Sealant at the windows:
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments:
   Sealant is in poor condition and has failed in some locations.

7. Exterior Doors:
   Material: wood, aluminum
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments:
   Recommend replacement of all exterior doors.
III. Library Building Condition: Architecture—Exterior

10. Do the windows have ☐ insulated glass ☐ or single pane glass? 
Comments: 

A mix of both, but all is in need of replacement.

12. Are there water leaks or weather intrusion at the:
   - Roof? ☐ Yes ☐ No
   - Walls? ☐ Yes ☐ No
   - Windows? ☐ Yes ☐ No
   - Doors? ☐ Yes ☐ No
   - Foundation? ☐ Yes ☐ No
Comments: 

There are roof leak problems.

13. Are there other maintenance or upgrades needed to the building exterior? ☐ Yes ☐ No
Comments:

14. Please attach labeled digital photographs of a representative example of the following areas:
   - Roof
   - Gutters
   - Downspout
   - Exterior cladding
   - Exterior trim
   - Exterior doors
   - Windows
   - Window frames
   - Window sealant
   - Areas with water leaks or weather intrusions
III. Library Building Condition: Structural

1. Has there been a structural analysis or any seismic retrofit work done on the building?
   - Yes
   - No
   Comments:

2. Is there noticeable sagging or out-of-plane at the:
   - Roof? Yes No
   - Exterior Walls? Yes No
   - Floor? Yes No
   Comments:

3. Is there visible rot, rust, or significant weathering damage to building elements?
   - Yes
   - No
   Comments:

4. Building foundation:
   - Condition: Good Fair Poor Critical
   Comments:

5. Please attach labeled digital photographs of a representative example of the following areas:
   - Areas of noticeable sagging or out-of-plane (roof, exterior walls, floor)
   - Areas of visible rot, rust, or significant weathering damage
   - Building foundation
III. Library Building Condition: Architecture—Interior

Provide the material and the condition of the interior finishes in the following areas.

Examples of finished materials include, but are not limited to:
- Painted drywall
- Carpet tile
- Carpet broadloom
- Vinyl flooring
- Ceramic tile
- Acoustic ceiling tiles
- Wood

1. Library Entrance Area:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td>carpet</td>
</tr>
<tr>
<td>Walls</td>
<td>GWB</td>
</tr>
<tr>
<td>Ceiling</td>
<td>GWB</td>
</tr>
</tbody>
</table>

Comments:

Interior finishes are in need of replacement.
### II. Library Building Condition: Architecture—Interior

#### 2. Public Reading Room Areas:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor</strong></td>
<td><strong>Carpet</strong></td>
</tr>
<tr>
<td><strong>Walls</strong></td>
<td><strong>GWB</strong></td>
</tr>
<tr>
<td><strong>Ceiling</strong></td>
<td><strong>ACT</strong></td>
</tr>
</tbody>
</table>

**Comments:**

> Interior finishes are in need of replacement.

#### 3. Public Restrooms:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor</strong></td>
<td><strong>tile</strong></td>
</tr>
<tr>
<td><strong>Walls</strong></td>
<td><strong>tile/GWB</strong></td>
</tr>
<tr>
<td><strong>Ceiling</strong></td>
<td><strong>GWB</strong></td>
</tr>
</tbody>
</table>

**Comments:**

> Interior finishes are in need of replacement.
II. Library Building Condition: Architecture—Interior

4. Staff Areas:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td></td>
</tr>
<tr>
<td>carpet</td>
<td>o Good</td>
</tr>
<tr>
<td></td>
<td>o Fair</td>
</tr>
<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
<tr>
<td>Walls</td>
<td></td>
</tr>
<tr>
<td>GWB</td>
<td>o Good</td>
</tr>
<tr>
<td></td>
<td>o Fair</td>
</tr>
<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
<tr>
<td>Ceiling</td>
<td></td>
</tr>
<tr>
<td>ACT</td>
<td>o Good</td>
</tr>
<tr>
<td></td>
<td>o Fair</td>
</tr>
<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
</tbody>
</table>

Comments:

*Interior finishes are in need of replacement.*

5. Staff Restroom:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td></td>
</tr>
<tr>
<td>tile</td>
<td>o Good</td>
</tr>
<tr>
<td></td>
<td>o Fair</td>
</tr>
<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
<tr>
<td>Walls</td>
<td></td>
</tr>
<tr>
<td>tile / GWB</td>
<td>o Good</td>
</tr>
<tr>
<td></td>
<td>o Fair</td>
</tr>
<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
<tr>
<td>Ceiling</td>
<td></td>
</tr>
<tr>
<td>ACT</td>
<td>o Good</td>
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<td></td>
<td>o Fair</td>
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<tr>
<td></td>
<td>o Poor</td>
</tr>
<tr>
<td></td>
<td>o Critical</td>
</tr>
</tbody>
</table>

Comments:

*Interior finishes are in need of replacement.*
6. What is the condition of the interior doors and door hardware?
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments:

7. What is the condition of fixed casework or build-in shelving or furniture?
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Please attach labeled digital photographs of a representative examples.
   Comments:

8. Are the public areas and the public restroom accessible?  ○ Yes  ○ No
   Comments:

9. Are the staff areas and staff restroom accessible?  ○ Yes  ○ No
   Comments:

10. Are there other maintenance or upgrades needed to the Building Interior?  ○ Yes  ○ No
    Comments:
    Interiors are in need of a though and complete remodel, for programing updates, accessibility, lighting, furniture, carpet, ceilings, shelving, etc.
III. Library Building Condition: Mechanical Systems

1. What type of equipment is in place for heating ventilation and air conditioning (HVAC)?
   gas-fired boilers

2. How old is the HVAC equipment? unknown, but old

3. When was the HVAC equipment last serviced?

4. Does the HVAC system work adequately?  
   [ ] Yes  [ ] No
   Comments:
   The HVAC system appears to beyond its expected service span and is in need of replacement.

5. Are there other maintenance or upgrades needed to the HVAC system?  
   [ ] Yes  [ ] No
   Comments:
III. Library Building Condition: Plumbing Systems

1. What is the age of the water heating equipment? **unknown**

2. Have the toilets and faucets been replaced with water-saving units?  ○ Yes  ○ No
   Comments:

3. Do the toilets work adequately?  ○ Yes  ○ No
   Comments:

4. Do the sinks and faucets work adequately?  ○ Yes  ○ No
   Comments:

5. Are there other maintenance or upgrades needed to the plumbing system?  ○ Yes  ○ No
   Comments:
   
   The sewer lines frequently back up. All plumbing fixtures are original or old, and are in need of replacement.
III. Library Building Condition: Electrical Systems

1. Has the electrical service panel been replaced?  ○ Yes  ○ No
   If yes, when? ______________________

2. Are there adequate power outlets where needed?  ○ Yes  ○ No
   Comments: _______________________

3. What type of light fixture lamps are in place (incandescent, florescent, LED, etc.)?
   incandescent and florescent. All lighting is in need of replacement.

4. Are there occupancy sensors or other energy efficiency lighting control systems in place?
   ○ Yes  ○ No
   Comments: _______________________
   Recommend a new lighting control system.

5. Is there broadband wifi service in the Library for both patrons and staff?  ○ Yes  ○ No
   Comments: _______________________

Lakewood Library
IV. Additional Comments

If you have any additional comments, please provide them below. If you need additional room, feel free to attach an additional document. If necessary, provide relevant, labeled photographs.

<table>
<thead>
<tr>
<th>Condition Assessment Summary:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Lakewood Library is in need of a comprehensive renovation. The renovation scope should include, at a minimum, the following:</td>
</tr>
<tr>
<td><strong>Site</strong></td>
</tr>
<tr>
<td>• parking lot re-surfacing</td>
</tr>
<tr>
<td>• new landscaping and irrigation</td>
</tr>
<tr>
<td>• replace side sewer line</td>
</tr>
<tr>
<td>• improvements to site security and public access</td>
</tr>
<tr>
<td><strong>Building Exterior</strong></td>
</tr>
<tr>
<td>• new windows and exterior doors</td>
</tr>
<tr>
<td>• new roofing and skylights</td>
</tr>
<tr>
<td><strong>Building Systems</strong></td>
</tr>
<tr>
<td>• new elevator</td>
</tr>
<tr>
<td>• new HVAC system</td>
</tr>
<tr>
<td>• replace plumbing system</td>
</tr>
<tr>
<td>• upgrade or replace electrical system and distribution</td>
</tr>
<tr>
<td>• new lighting and lighting control system</td>
</tr>
<tr>
<td>• wifi system upgrades</td>
</tr>
<tr>
<td><strong>Building Interior</strong></td>
</tr>
<tr>
<td>• remodel staff work areas, offices, staff restroom, staff break room</td>
</tr>
<tr>
<td>• remodel meeting room and study rooms</td>
</tr>
<tr>
<td>• remodel entry lobby</td>
</tr>
<tr>
<td>• remodel public restrooms</td>
</tr>
<tr>
<td>• remodel reading room areas and collections, including new furniture, shelving</td>
</tr>
<tr>
<td>• all new floor finishes, ceiling finishes, &amp; wall finishes</td>
</tr>
</tbody>
</table>
### Budget Analysis for Renovation

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost / SF</th>
<th>Area (SF)</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Lot improvements</td>
<td>$6.00</td>
<td>45,000</td>
<td>$270,000</td>
</tr>
<tr>
<td>Landscaping</td>
<td>$7.00</td>
<td>35,000</td>
<td>$245,000</td>
</tr>
<tr>
<td>Site Lighting</td>
<td>$3.00</td>
<td>45,000</td>
<td>$135,000</td>
</tr>
<tr>
<td>Site Security / Access Control</td>
<td>$7.00</td>
<td>10,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>Soffit repair &amp; paint</td>
<td>$12.00</td>
<td>4,800</td>
<td>$57,600</td>
</tr>
<tr>
<td>New Windows &amp; Entry Doors</td>
<td>$48.00</td>
<td>4,000</td>
<td>$192,000</td>
</tr>
<tr>
<td>New Skylights</td>
<td>$44.00</td>
<td>2,000</td>
<td>$88,000</td>
</tr>
<tr>
<td>New Roofing &amp; Flashing</td>
<td>$14.00</td>
<td>34,000</td>
<td>$476,000</td>
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<tr>
<td>New HVAC System</td>
<td>$45.00</td>
<td>22,500</td>
<td>$1,012,500</td>
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<tr>
<td>Plumbing System Repair &amp; New Fixtures</td>
<td>$18.00</td>
<td>10,000</td>
<td>$180,000</td>
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<tr>
<td>Fire Protection System</td>
<td>$4.00</td>
<td>32,000</td>
<td>$128,000</td>
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<tr>
<td>Elevator</td>
<td></td>
<td></td>
<td>$1,750,000</td>
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<td>Electrical System upgrades</td>
<td>$30.00</td>
<td>22,500</td>
<td>$675,000</td>
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<tr>
<td>IT upgrades</td>
<td>$6.00</td>
<td>22,500</td>
<td>$135,000</td>
</tr>
<tr>
<td>Interior Lighting and Controls</td>
<td>$28.00</td>
<td>22,500</td>
<td>$630,000</td>
</tr>
<tr>
<td>Interior Finishes (floors, walls, ceilings)</td>
<td>$34.00</td>
<td>22,500</td>
<td>$765,000</td>
</tr>
<tr>
<td>Furnishings and Casework</td>
<td>$38.00</td>
<td>22,500</td>
<td>$855,000</td>
</tr>
<tr>
<td><strong>Hard Costs Subtotal</strong></td>
<td></td>
<td></td>
<td>$7,664,100</td>
</tr>
<tr>
<td>Sales tax</td>
<td></td>
<td></td>
<td>$758,746</td>
</tr>
<tr>
<td>Permit fees</td>
<td></td>
<td></td>
<td>$191,603</td>
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<tr>
<td>Construction Cost Escalation (12 months out)</td>
<td></td>
<td></td>
<td>$306,564</td>
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<tr>
<td>Budget Contingency</td>
<td></td>
<td></td>
<td>$1,149,615</td>
</tr>
<tr>
<td>Architecture, Engineering, &amp; Consultant Fees</td>
<td></td>
<td></td>
<td>$843,051</td>
</tr>
<tr>
<td><strong>Soft Costs Subtotal</strong></td>
<td></td>
<td></td>
<td>$3,249,578</td>
</tr>
<tr>
<td><strong>Total Project Budget</strong></td>
<td></td>
<td></td>
<td>$10,913,678</td>
</tr>
</tbody>
</table>
Tillicum Library

The Tillicum Library was built in 1985. The Library occupies 2,100 square feet of the 7,350 SF total building area. The other tenants in the building are a community center (2,750 SF), a food bank (500 SF), and a medical clinic (2,000 SF).

Overall this building is in very poor condition. In particular the exterior wood siding has deteriorated to a point that is beyond repair, with areas of significant visible water intrusion into the wall assembly. The wood siding must be removed, and the exterior wall assembly assessed and repaired, and new siding, trim and paint installed. Due to the water intrusion it is possible that some of the structural wall framing inside the wall may be rotted or deteriorated and is in need of replacement. The building should also be investigated for mold contamination.

The building’s interior finishes furnishings, technology, HVAC system, and lighting systems are also in need of replacement. The Library is insufficient in size, with a very small staff work area, no staff break room, no public study rooms, and a very small reading room that is impacted functionally by interior structural columns.

A preliminary project budget to address the range of deficiencies of this facility is estimated to be in the range of $2.5 to $3 million. A detailed budget analysis is provided in this report. However, because of the condition of this library it is our recommendation that a new library be considered instead of a renovation of this facility.
Tillicum Library Photo Survey

Front facade and main entry to the Library

Front facade

Public entrance to the library

Staff entrance

North exterior wall

North-east exterior walls with evident water damage
Tillicum Library Photo Survey

Garden area to the north

Food bank loading entrance

West facade

Exterior wall water damage and deterioration

Exterior wall water damage and deterioration

Exterior wall water damage and deterioration
Tillicum Library Photo Survey

Service desk area

Technology area

Reading Room

Teen area

Public restroom

Public restroom
Tillicum Library Photo Survey

Community Center

Community Center kitchen

Community Center

Community Center ceiling tile

Food bank area and Medical Clinic entrance

Lobby waiting area

www.buildingwork.design
I. General Information

1. Library Name: **Tillicum Library**
2. Library Address: Street **14916 Washington Avenue SW**
   City **Lakewood**
   Zip **98498**
3. How large is the Library (total square feet)? 
   Library = 2,100 sf
   Community Center = 2,750 sf
   Food Bank = 500 sf
   Medical Clinic = 2,000 sf
   **total building area = 7,350 sf**
4. How large are the public areas (net square feet)? 1,600 SF
5. How large are the staff areas (net square feet)? 470 SF
   **(Staff)**
6. When was the Library constructed? 1985
7. Is the architect known? ☐ Yes ☐ No
   If yes, who was the architect?
8. Has the Library been renovated? ☐ Yes ☐ No
   If yes, when? 2004 By?
9. Do you have architectural plans of the Library (original or renovation)? ☐ Yes ☐ No
10. Please provide labeled digital photographs of overall building (one view for each side of the building if possible). Attach photographs:
II. Library Function Needs

1. Is the reading room size adequate?  ○ Yes  ○ No
   
   Comments:
   the reading room is only 1,600 sf

2. Are there space needs for additional special areas such as Children, Teen, Computers, or Quiet Study, etc?  ○ Yes  ○ No
   
   Comments:
   There are no study rooms and no separate areas.

3. Is there a need for a new or enlarged Meeting Room?  ○ Yes  ○ No
   
   Comments:
   There is no meeting room

4. Is there a need for additional Study Rooms?  ○ Yes  ○ No
   
   Comments:
   There are no study rooms

5. Are the Public Restrooms adequate?  ○ Yes  ○ No
   
   Comments:
   Public restrooms are not ADA compliant. Need to be renovated / enlarged.

6. Is there a need for an improved Entry Lobby or Entry Vestibule?  ○ Yes  ○ No
   
   Comments:
   Entry lobby finishes are outdated.
II. Library Function Needs

7. Are the other spaces or functional improvements to the public areas needed?  ○ Yes  ○ No
   Comments:
   In general they are very inadequate

8. Is the Staff Work Room size adequate?  ○ Yes  ○ No
   Comments:
   The staff work areas are very inadequate.

9. Is the Staff Break Room adequate?  ○ Yes  ○ No
   Comments:
   There is no staff break room

10. Is the Staff Restroom adequate?  ○ Yes  ○ No
    Comments:
    Needs remodel with new fixtures and finishes

11. Are other spaces or functional improvements to the staff areas needed?  ○ Yes  ○ No
    Comments:

12. Please attach label digital photographs of the following areas, if applicable:
    Reading room
    Special areas (Children, Teens, Computers, Quiet Study, etc)
    Meeting room(s)
    Study room(s)
    Entry lobby/vestibule
    Public restroom(s)
    Staff work room
    Staff restroom(s)
    Staff break room
<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>☑ Yes</th>
<th>☐ No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Is there accessible parking?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Is the building entrance accessible?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Is there adequate parking?</td>
<td></td>
<td></td>
<td>Need more parking</td>
</tr>
<tr>
<td>4.</td>
<td>Is there adequate lighting at the parking and building entrance?</td>
<td></td>
<td></td>
<td>Need new stie lighting</td>
</tr>
<tr>
<td>5.</td>
<td>Is the parking surface and parking stall striping in good conditions?</td>
<td></td>
<td></td>
<td>Need new surfacing, layout, and striping</td>
</tr>
</tbody>
</table>
III. Library Building Condition: Site

6. What is the condition of the landscaping?
   Comments:
   **Landscaping is non-existent**

7. Are there other maintenance or upgrades needed to the Library site?  ☒ Yes  ☐ No
   Comments:
   **The site condition is very poor / inadequate for a public facility.**

8. Please attach labeled digital photographs of the following areas, if applicable:  ☐
   - Building entrance
   - Parking area
   - General landscaping
III. Library Building Condition: Architecture—Exterior

Condition Terms:

**Good**  In new or well maintained condition, with no visual evidence of wear, damage, or deficiency

**Fair**  Some visible wear but still in serviceable and functional condition

**Poor**  Subjected to hard or long term wear. Nearing the end of useful life.

**Critical**  Has reached the end of serviceable life. Replacement now is necessary.

Provide the material and the condition of the exterior in the following areas:

1. **Roof**:
   
   Material: ____________________________  Condition: 〇 Good 〇 Fair 〇 Poor 〇 Critical
   
   Comments:
   
   **There are roof leak problems**

2. **Gutters and Downspouts**:
   
   Condition: 〇 Good 〇 Fair 〇 Poor 〇 Critical
   
   Comments:
   
3. **Exterior Cladding**:
   
   Material: ____________________________  Condition: 〇 Good 〇 Fair 〇 Poor 〇 Critical
   
   (eg: painted wood siding, brick, stucco, etc)
   
   Comments:
   
   **The wood siding has deteriorated to a critical condition. A visual inspection shows that the building has significant water intrusion through the roof and the siding. It is likely that mold and rot is occurring inside the wall cavity and to the wall framing. The condition is severe and not acceptable for a public facility.**
III. Library Building Condition: Architecture—Exterior

4. Exterior Trim:
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments: 

5. Windows (frame material eg: wood, aluminum, vinyl, etc):
   Frame Material: wood  Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments: Windows are in a critical state of disrepair.

6. Sealant at the windows:
   Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments: Sealant is in poor condition and has failed in some locations.

7. Exterior Doors:
   Material: wood, aluminum  Condition:  ○ Good  ○ Fair  ○ Poor  ○ Critical
   Comments: Recommend replacement of all exterior doors.
III. Library Building Condition: Architecture—Exterior

10. Do the windows have ○ insulated glass ○ or single pane glass?
   Comments:
   A mix of both, but all is in need of replacement.

12. Are there water leaks or weather intrusion at the:
   Roof? ○ Yes ○ No
   Walls? ○ Yes ○ No
   Windows? ○ Yes ○ No
   Doors? ○ Yes ○ No
   Foundation? ○ Yes ○ No
   Comments:
   There are severe water intrusion problems to the exterior walls of the building.

13. Are there other maintenance or upgrades needed to the building exterior? ○ Yes ○ No
   Comments:
   The entire exterior cladding system is in critical need of replacement.

14. Please attach labeled digital photographs of a representative example of the following areas:
   - Roof
   - Gutters
   - Downspout
   - Exterior cladding
   - Exterior trim
   - Exterior doors
   - Windows
   - Window frames
   - Window sealant
   - Areas with water leaks or weather intrusions
### III. Library Building Condition: Structural

1. Has there been a structural analysis or any seismic retrofit work done on the building?
   - Yes  
   - No  

   Comments:  

2. Is there noticeable sagging or out-of-plane at the:
   - Roof?  
   - Yes  
   - No  
   - Exterior Walls?  
   - Yes  
   - No  
   - Floor?  
   - Yes  
   - No

   Comments:  

3. Is there visible rot, rust, or significant weathering damage to building elements?
   - Yes  
   - No  

   Comments:  

   *As noted above - severe deterioration of the exterior wood siding, resulting in water intrusion and damage to the wall assembly.*

4. Building foundation:
   - Condition:  
   - Good
   - Fair
   - Poor
   - Critical  

   Comments:  

   *unknown.*

5. Please attach labeled digital photographs of a representative example of the following areas:
   - Areas of noticeable sagging or out-of-place (roof, exterior walls, floor)
   - Areas of visible rot, rust, or significant weathering damage
   - Building foundation
### III. Library Building Condition: Architecture—Interior

Provide the material and the condition of the interior finishes in the following areas.

Examples of finished materials include, but are not limited to:
- Painted drywall
- Carpet tile
- Carpet broadloom
- Vinyl flooring
- Ceramic tile
- Acoustic ceiling tiles
- Wood

1. **Library Entrance Area:**

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Critical</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor</strong></td>
<td>carpet</td>
<td>○</td>
<td>○</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td><strong>Walls</strong></td>
<td>GWB</td>
<td>○</td>
<td>○</td>
<td>●</td>
<td>○</td>
</tr>
<tr>
<td><strong>Ceiling</strong></td>
<td>GWB</td>
<td>○</td>
<td>○</td>
<td>●</td>
<td>○</td>
</tr>
</tbody>
</table>

**Comments:**

Interior finishes are in need of replacement.
II. Library Building Condition: Architecture—Interior

2. Public Reading Room Areas:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td>Carpet</td>
</tr>
<tr>
<td>Walls</td>
<td>GWB</td>
</tr>
<tr>
<td>Ceiling</td>
<td>ACT</td>
</tr>
</tbody>
</table>

Comments:

Interior finishes are in need of replacement.

3. Public Restrooms:

<table>
<thead>
<tr>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td>tile</td>
</tr>
<tr>
<td>Walls</td>
<td>tile/GWB</td>
</tr>
<tr>
<td>Ceiling</td>
<td>GWB</td>
</tr>
</tbody>
</table>

Comments:

Interior finishes are in need of replacement.
II. Library Building Condition: Architecture—Interior

4. Staff Areas:

<table>
<thead>
<tr>
<th>Surface</th>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td>carpet</td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>GWB</td>
<td></td>
</tr>
<tr>
<td>Ceiling</td>
<td>ACT</td>
<td></td>
</tr>
</tbody>
</table>

Comments:

Interior finishes are in need of replacement.

5. Staff Restroom:

<table>
<thead>
<tr>
<th>Surface</th>
<th>Material</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor</td>
<td>tile</td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>tile / GWB</td>
<td></td>
</tr>
<tr>
<td>Ceiling</td>
<td>ACT</td>
<td></td>
</tr>
</tbody>
</table>

Comments:

Interior finishes are in need of replacement.
III. Library Building Condition: Architecture—Interior

6. What is the condition of the interior doors and door hardware?
   Condition:  O Good    O Fair    O Poor    O Critical
   Comments:

7. What is the condition of fixed casework or build-in shelving or furniture?
   Condition:  O Good    O Fair    O Poor    O Critical
   Please attach labeled digital photographs of a representative examples.
   Comments:

8. Are the public areas and the public restroom accessible?  O Yes    O No
   Comments:

9. Are the staff areas and staff restroom accessible?  O Yes    O No
   Comments:

10. Are there other maintenance or upgrades needed to the Building Interior?  O Yes    O No
    Comments:
    Interiors are in need of a though and complete remodel, for programing updates, accessibility, lighting, furniture, carpet, ceilings, shelving, etc.
III. Library Building Condition: Mechanical Systems

1. What type of equipment is in place for heating ventilation and air conditioning (HVAC)?

2. How old is the HVAC equipment? *unknown, but old*

3. When was the HVAC equipment last serviced?

4. Does the HVAC system work adequately?  
   - [ ] Yes  
   - [ ] No
   
   Comments:  
   The HVAC system appears to beyond its expected service span and is in need of replacement.

5. Are there other maintenance or upgrades needed to the HVAC system?  
   - [ ] Yes  
   - [ ] No  
   
   Comments:  
   The IT Closet overheats due to lack of air conditioning / ventilation.
III. Library Building Condition: Plumbing Systems

1. What is the age of the water heating equipment?  unknown

2. Have the toilets and faucets been replaced with water-saving units?  ○ Yes  ○ No
   Comments:

3. Do the toilets work adequately?  ○ Yes  ○ No
   Comments:

4. Do the sinks and faucets work adequately?  ○ Yes  ○ No
   Comments:

5. Are there other maintenance or upgrades needed to the plumbing system?  ○ Yes  ○ No
   Comments:
III. Library Building Condition: Electrical Systems

1. Has the electrical service panel been replaced?  
   - Yes  
   - No
   If yes, when? ______________________

2. Are there adequate power outlets where needed?  
   - Yes  
   - No
   Comments:

3. What type of light fixture lamps are in place (incandescent, fluorescent, LED, etc.)?
   - incandescent and fluorescent. All lighting is in need of replacement.

4. Are there occupancy sensors or other energy efficiency lighting control systems in place?  
   - Yes  
   - No
   Comments:
   
   **Recommend a new lighting control system.**

5. Is there broadband wifi service in the Library for both patrons and staff?  
   - Yes  
   - No
   Comments:
IV. Additional Comments

If you have any additional comments, please provide them below. If you need additional room, feel free to attach an additional document. If necessary, provide relevant, labeled photographs.

Condition Assessment Summary:

The Tillicum Library building is in very poor / critical condition. The building is in need of replacement, as it may not make sense to invest in a renovation of the building. However, if a renovation is considered, the scope should include, at a minimum, the following:

Site
• parking lot re-surfacing
• new landscaping and irrigation
• improvements to site security and public access

Building Exterior
• remove existing siding and replace damaged framing, remove mold damage
• new insulation, new sheathing, weather barrier, and flashing
• new siding, trim, and paint
• new windows and exterior doors
• new roofing

Building Systems
• new HVAC system
• replace plumbing fixtures
• upgrade or replace electrical system and distribution
• new lighting and lighting control system
• wifi system upgrades

Building Interior
• remodel staff work areas, offices, staff restroom, staff break room
• remodel meeting room and study rooms
• remodel entry lobby
• remodel public restrooms
• remodel reading room areas and collections, including new furniture, shelving
• all new floor finishes, ceiling finishes, & wall finishes

New Space Needs:
• enlarge library and staff work room
# Budget Analysis for Renovation

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost / SF</th>
<th>Area (SF)</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Lot improvements</td>
<td>$10.00</td>
<td>4,500</td>
<td>$45,000</td>
</tr>
<tr>
<td>Landscaping</td>
<td>$8.00</td>
<td>4,000</td>
<td>$32,000</td>
</tr>
<tr>
<td>Site Lighting</td>
<td>$5.00</td>
<td>4,500</td>
<td>$22,500</td>
</tr>
<tr>
<td>Exterior wood siding demo</td>
<td>$12.00</td>
<td>4,800</td>
<td>$57,600</td>
</tr>
<tr>
<td>Exterior wall assembly repair</td>
<td>$47.00</td>
<td>4,800</td>
<td>$225,600</td>
</tr>
<tr>
<td>New wood siding, trim, &amp; paint</td>
<td>$49.00</td>
<td>4,800</td>
<td>$235,200</td>
</tr>
<tr>
<td>New Windows &amp; Entry Doors</td>
<td>$50.00</td>
<td>1,800</td>
<td>$90,000</td>
</tr>
<tr>
<td>Roofing &amp; flashing</td>
<td>$22.00</td>
<td>8,000</td>
<td>$176,000</td>
</tr>
<tr>
<td>HVAC System</td>
<td>$44.00</td>
<td>4,500</td>
<td>$198,000</td>
</tr>
<tr>
<td>Plumbing Fixtures</td>
<td>$15.00</td>
<td>2,500</td>
<td>$37,500</td>
</tr>
<tr>
<td>Fire Protection System</td>
<td>$8.00</td>
<td>4,500</td>
<td>$36,000</td>
</tr>
<tr>
<td>Electrical System</td>
<td>$27.00</td>
<td>4,500</td>
<td>$121,500</td>
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<tr>
<td>IT upgrades</td>
<td>$18.00</td>
<td>2,500</td>
<td>$45,000</td>
</tr>
<tr>
<td>Interior Lighting and Controls</td>
<td>$37.00</td>
<td>4,500</td>
<td>$166,500</td>
</tr>
<tr>
<td>Interior Finishes (floors, walls, ceilings)</td>
<td>$38.00</td>
<td>2,500</td>
<td>$95,000</td>
</tr>
<tr>
<td>Furnishings and Casework</td>
<td>$70.00</td>
<td>2,500</td>
<td>$175,000</td>
</tr>
</tbody>
</table>

**Hard Costs Subtotal**  
$1,758,400

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Percentage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales tax</td>
<td>$174,082</td>
<td>9.90%</td>
<td></td>
</tr>
<tr>
<td>Permit fees</td>
<td>$52,752</td>
<td>3.0%</td>
<td></td>
</tr>
<tr>
<td>Construction Cost Escalation (12 months out)</td>
<td>$70,336</td>
<td>4.0%</td>
<td></td>
</tr>
<tr>
<td>Budget Contingency</td>
<td>$351,680</td>
<td>20.0%</td>
<td></td>
</tr>
<tr>
<td>Architecture, Engineering, &amp; Consultant Fees</td>
<td>$246,176</td>
<td>14.0%</td>
<td></td>
</tr>
</tbody>
</table>

**Soft Costs Subtotal**  
$895,026

**Total Project Budget**  
$2,653,426